

Sample Letter

New Member Nomination

DATE _____

Supervisor _____
Board of Supervisors
1600 Pacific Highway
Mail Stop: A – 500
San Diego, CA 92101

Subject: Request to Accept Nomination

Dear Supervisor _____,

Please accept the nomination of _____ to the Community (Planning/Sponsor) Group to fill the vacancy in Seat Number _____. Mr. (Ms.) _____'s nomination was approved by the group members at the regular meeting of the _____ Group on (Insert date). The vote was ____ for, ____ against, ____ abstaining. Attached is the completed application for the appointment of this seat, the vacancy announcement and the meeting minutes from the (insert date) that reflect the vote of the Group recommendation. Please let this letter serve as submission of his/her name to the Board of Supervisors for their approval and selection.

If you have further questions, I can be reached at (insert the chair's daytime contact phone number).

Respectfully,

(Insert name), Chair
(Insert Group name)
(Insert Group Mailing Address)

Attachments:

Application for the Appointment
Vacancy Announcement
Meeting Minutes with vote of the Group

Cc: CommunityGroups.LUEG@sdcounty.ca.gov

Sample Nomination Announcement Letter

J Dewey



Sample Nomination Announcement Letter:

How to Write It, Third Edition Sandra E. Lamb, 2011-08-30 Write personal and professional communications with clarity confidence and style How to Write It is the essential resource for eloquent personal and professional self expression Award winning journalist Sandra E Lamb transforms even reluctant scribblers into articulate wordsmiths by providing compelling examples of nearly every type and form of written communication Completely updated and expanded the new third edition offers hundreds of handy word phrase and sentence lists precisely crafted sample paragraphs and professionally designed document layouts How to Write It is a must own for students teachers authors journalists bloggers managers and anyone who doesn't have time to wade through a massive style guide but needs a friendly desk reference

Administrative Procedures for Naval Reservists on Inactive Duty United States. Bureau of Naval Personnel, 1984
Nominations--September United States. Congress. Senate. Committee on Commerce, Science, and Transportation, 1986 *Taking Charge of Distribution Sales* Gary T. Moore, 2010 *And the Winner Is--* John Leverence, 1997 In a time when traditional measures of industry and professional status have lost their impact awards mean more than ever for people and businesses Proof Corporate America's interest in quality awards like the Malcomb Baldrige medal **Personnel**, 1984 Interagency Training Programs United States Civil Service Commission. Bureau of Training, 1969 **Ten Steps to a Federal Job** Kathryn K. Troutman, 2002 Identify the federal job titles that match your skills **Design Arts** National Endowment for the Arts, 1985 *Indian Education Act, Part A*, 1980 **Wörterbuch der Handels-, Finanz- und Rechtssprache / Dictionary of Commerical, Financial and Legal Terms / Dictionnaire des Termes Commerciaux, Financiers et Juridiques** HERBST, 2012-12-06 Die Arbeit an den drei Banden dieses Wörterbuches wurde 1932 in London begonnen und ist in ständiger Fortsetzung auf den jetzt vorliegenden Stand gebracht worden In seinem Aufbau und in der besonderen Anordnung des Stoffes erstrebt das Werk einem doppelten Zweck zu dienen Besonders leichtes und schnelles Auffinden eines Stichwortes in möglichst vielen fertig vorbereiteten Verbindungen und möglichst wirksamer Ausschluss von Übersetzungsfehlern besonders wenn zwischen mehrfachen Bedeutungen desselben Stichwortes gewählt werden muß In Verfolg dieser Ziele ist das Werk im wahrsten Sinne aus der Praxis entstanden Dementsprechend ist es auch für die Praxis als Nachschlagewerk für den Alltagsgebrauch bestimmt An seiner Schaffung haben Menschen des Berufs und Geschäftslebens mit praktischen Erfahrungen mitgewirkt Der Entwicklung der drei Sprachen folgend wurde der Text durch Aufnahme neuer Fachausdrücke und Wendungen bedeutend erweitert und auf den neuesten Stand gebracht Hierbei wurden auch die im Bereich der internationalen Organisationen insbesondere der Europäischen Gemeinschaften entwickelten und gebräuchlichen Ausdrücke und Begriffe miteinbezogen Zug Schweiz Januar 1979
Nominations of Harold C. Jordahl, Jr. and Brig. Gen. Willard Roper, U.S. Army United States. Congress. Senate. Committee on Public Works, 1967 Considers nominations of Harold C Jordahl Jr to be alternate Federal Co chairman of the

Upper Great Lakes Regional Commission and Brig Gen Willard Roper to be Member of the Mississippi River Commission
Oil, Paint and Drug Reporter and New York Druggists' Price Current ,1921 Vols include the proceedings some
summarized some official stenographic reports of the National Wholesale Druggists Association called 18 1882 Western
Wholesale Druggists Association and of other similar organizations Congressional Record United States. Congress,1998
The Congressional Record is the official record of the proceedings and debates of the United States Congress It is published
daily when Congress is in session The Congressional Record began publication in 1873 Debates for sessions prior to 1873 are
recorded in The Debates and Proceedings in the Congress of the United States 1789 1824 the Register of Debates in
Congress 1824 1837 and the Congressional Globe 1833 1873 **Air Force Chaplains, 1971-1980** John Eliot Groh,1986
Union Officer Elections and Trusteeships Case Digest ,1983 **Anthropology Newsletter** ,1998 *FDA Quarterly*
Activities Report United States. Food and Drug Administration. Program Information and Analysis Group, **Princeton**
Alumni Weekly ,1924 *National Guard Regulation* United States. National Guard Bureau,1971

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